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Joanne K. Coniglio  
Sr. Manager Human Resources



September 14, 2004

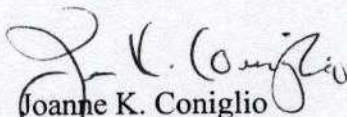
Zoe Starr  
19 East 88<sup>th</sup> Street, Apt. 3A  
New York, NY 10128

Dear Zoe,

We received another note from your Doctor yesterday. This is to advise you that this is not sufficient or proper documentation to justify your absences since August 27, 2004. We provided you with copies of the FMLA Leave Request Form and the UNUM Provident Doctor's Certification Form on September 7, 2004 and again on September 10, 2004 both of which have not yet been received. Your Doctor must complete the UNUM Provident paperwork and submit directly to UNUM Provident. In addition, the FMLA Request form and Certification of Health must be submitted directly to myself. This paperwork must be received by UNUM Provident no later than **Friday, September 17, 2004** or you must return to work by this date. Otherwise we will assume you have voluntarily resigned from your position and will act accordingly.

Please feel free to contact me at 203-351-2098 with any questions.

Sincerely,

  
Joanne K. Coniglio  
Sr. Human Resources Manager

Cc: Julie Simon